



CREATIVE KIDS LEARNING CENTERS - PANDEMIC SAFETY PLAN

This guide reflects the policies, guidelines and procedures our organization has put into place to reduce the risk of COVID-19 transmission and to protect the health and safety of all employees, attending children and their families at Creative Kids.

Pandemic Health & Safety Protocols:

All protocols, as listed below, are to be understood and fully complied with at all times while in association with Creative Kids Learning Centers. These protocols will be updated as needed and are to be reviewed regularly for all parties.

- All Creative Kids programs will run at regular hours of **7am to 6pm** with appropriate staff present to perform Pandemic Cleaning at the beginning and end of each day. Hours of operation are subject to change as needed for cleaning protocols and/or staffing needs based on the status of the Pandemic as outlined by BC's Provincial Health Officer and Health Minister.
- All Children and Staff will wash their hands upon arrival, after outside time, after toileting, before and after eating and before leaving for home. Parents/guardians are encouraged to wash their hands after pick-up & drop off. However, we ask that you do not use our facilities at this time. Hand sanitizer is highly recommended and is available at each location while supplies are available.
- To limit the risk of exposure within the center, Parents/Guardians/Public will not be permitted to enter our classroom areas. This includes the cubby rooms. We encourage parents to drop off and pick up from the door. Parents will not have access to our classrooms or bathrooms at this time to reduce the exposure within the children's classroom environment.
- Sign in/out sheets will be kept in our classroom and will be filled out by a teacher.
- Appropriate signage has been placed at each entry way and/or windows educating parents/guardians on COVID-19 protocols, procedures, and directions that are current to our knowledge.
- In addition to our regular cleaning duties, the Pandemic/Outbreak cleaning procedures will be completed with more frequent cleaning and sanitizing in all areas of the center. High traffic areas such as doorknobs, handles and doorbells will be cleaned as frequently as possible.
- Staff are encouraged to spread themselves out while working together in the classroom whenever possible by leaving 2m distance between them and another staff member. This includes public areas and corridors such as break rooms, office spaces, hallways etc.
- Mini Chef (cooking) activities will be removed from regular programming unless an approved Activity Safety Plan is in place. If activity is approved, it will show on the monthly calendar. Children will eat at designated snack/lunch times and of food only provided by their family. When applicable children will be spread out as much as possible during mealtimes.
- All field trips requiring a bus will be removed from regular programming unless an approved Activity Safety Plan is in place. If activity is approved, it will show on the monthly calendar.
- All sensory/sand/water tables are to be fully sanitized (including toys) daily or more if needed. Children will be asked to wash their hands prior to and after playing in any sensory activity. Smaller, individualized sensory activities are highly recommended.

- Fabric Toys and Materials such as cushions are to remain bagged and removed from play areas unless they are able to be washed and dried daily.
- All tours for potential families will operate outside of business hours with strict protocols to ensure the lowest level of exposure within the centers.
- The Pandemic Health and Illness Policy will be strictly enforced and must be complied with to reduce risk of exposure to all children and staff. Parents/Guardians will be asked to sign the Pandemic Health Policy agreement as an acknowledgement of their understanding and compliance with our policies and procedures surrounding our Pandemic/Epidemic/Outbreak policies.
- All children and staff to be scanned via touchless thermometer at the front entrance upon arrival to the center. Temperatures are recorded daily. Any child/adult displaying symptoms of a fever will be asked to leave/be picked up immediately and asked to follow the protocols of the Pandemic Health Policy agreement.
- All centers have a designated “safe” space for any child or staff who falls ill or displays any symptoms. This space is away from the classroom and will be sanitized after the person/child is able to go home. The space will be looked after by one designated person.
- Outside play is encouraged as much as possible. Teachers are encouraged to plan routines to support outside time within the daily routine, weather permitting.
- Toys are to be switched out and/or sanitized daily before being put back into the play area for use.
- All staff and families are asked to be mindful of the language they are using surrounding “Pandemics” or “COVID-19” and refrain from using negativity or fear induced language when speaking directly to or in front of children.
- Staff are encouraged to take opportunities to educate children when possible about proper hand washing techniques, ways to cover coughs/ sneezes, and any other appropriate health and safety procedures for the age group.
- All Infant/Toddler programs to continue having a “Mouthed” bin for any toys/items that have been contaminated. All items will be sanitized appropriately before being available again for play.
- PPE Equipment (Face Masks) is mandated by adults (teachers/parents) and children in grade 4 and up at all Creative Kids locations. This includes entry doorways as it is near impossible to social distance when transferring a child from parent to teacher and vice versa. Mask policies are reviewed and adjusted as necessary based on Public Health Orders and the School Districts we service.
- Any Creative Kids program that has set drop off and pick up times (PreK and Extended PreK) will have social distancing parameters in place and times may vary depending on program or center. As each center has a different lay out, these plans are individual to the locations and will be communicated directly through the centers.
- Without the Emergency Funding issued from the Government, we are unable to offer refunds or credits for care missed due to illness, quarantine or self isolation.

Social Distancing in Childcare Facilities:

It is important to note that our Governing Officials believe it is highly impractical and not necessary to social distance within the childcare industry. Nor are we being asked to reduce the capacity of our classrooms or centers. However, Creative Kids will exercise as much space between each body where appropriate and educate the children as best we can to respect everyone’s personal space.

Children should not be directly asked to play away from each other or discouraged to play together; this can lead to feelings of alienation. However, discouraging physical contact should be communicated. Splitting into smaller groups within the program is recommended for activities whenever possible such as: outside play, group games, activity time at tables, circle time etc.

Pandemic Health Agreement and Illness Policy

We do not recommend that children with any underlying health concerns attend childcare programs during the COVID-19 pandemic. If a child displays any of the below symptoms, they will be isolated until they can be picked up from the center by the Parent/Guardian or Emergency Contact.

This Pandemic Health Policy is an amendment dated to begin as of October 1, 2020 based on guidelines from the BCCDC and will be used in conjunction with the existing Creative Kids Illness policy.

DAILY COVID SCREENING SYMPTOMS

Key Symptoms of Illness	Fever of 38 degrees Celsius or higher
	Chills
	Cough or worsening of chronic cough
	Breathing Difficulties (breathing fast or working hard to breathe)
	Loss of sense of smell and/or taste
	Diarrhea
	Nausea and Vomiting
Travel	Children, or children with others living in the same home, who have just returned from international travel.
Contact	Are you a confirmed contact of a person confirmed to have COVID-19

If you answered **“YES” to two or more** of the questions included under ‘Key Symptoms of Illness’, or your child has a fever or difficulty breathing, seek a *health assessment. If a health assessment is required, you should not return to the child care setting until COVID-19 has been excluded and the symptoms have considerably improved.

If you answered **“YES” to only one of the questions** included under ‘Key Symptoms of Illness’ (excluding fever and difficulty breathing), you should stay away from the child care setting for ****24 hours from when the symptoms were identified (minimum of 1 full day of care)**. If the symptoms considerably improve, you may return to a child care facility in compliance with the illness policy and symptoms have considerably improved. **If the symptoms persist or worsen, seek a *health assessment.**

***A health assessment includes calling 8-1-1, or a primary care provider like a physician or nurse practitioner.**

If you answered **“YES” to the International Travel or Contact questions**, **Follow the guidelines of the Canadian Government when arriving into Canada from another country** and use the COVID-19 Self-Assessment Tool to determine if you should seek testing for COVID-19. If a COVID-19 test is recommended as a result of the *health assessment, self-isolate while waiting for results

- If the COVID-19 test is positive, self-isolate and follow the direction of public health.
- If the COVID-19 test is negative, return to the child care facility in compliance with the illness policy
- If a COVID-19 test is recommended but not done, self-isolate for 10 days after the onset of symptoms and return to care in compliance with the illness policy. If a COVID-19 test is not recommended, children may return to care in compliance with the illness policy.

Please ensure you have read and understand the policies in place moving forward to help protect our staff, our families and our organization as a whole. Maintaining health and safety starts with you. Thank-you.